

**USACE FINANCE CENTER
BIWEEKLY REPORT
PERIOD ENDING 4 Jan 2008**

III. CEFMS:

A. We assisted with foreign currency transaction questions from the auditors. Research was completed for a set of fluctuation transactions. The transactions and an explanation were sent for audit support.

B. We provided detailed explanations to Bill Holtzman to assist PwC with questions pertaining to possible reasons for percentage changes associated with government contribution, FOA, and indirect rates.

C. We provided a universe of power assets as of 30 Sep 2007 to PwC auditors at their request.

D. We made a correction to the TOPS Reversal Screen to allow the users to record the receipt of an IPAC File from Treasury. The screen would not allow a user to query in a payment where we had received the acknowledgement file from Treasury, but we had not yet received the IPAC File.

E. We are adding restrictions on who can run the IPAC Report in CEFMS. This month a user at a USACE activity executed an IPAC Report on another activities' database and overwrote data that was to be used for the December IPAC Bulk Files.

F. We fielded questions from USACE activities on reimbursable orders from Defense Commissary Agency (DeCA). Budget rate ids came into question for DeCA customer orders because the agency established their own budget rates for fluctuation. DFAS was contacted by the USACE activity to ensure that DeCA had proper authority and the budget rates were correct. In addition, we researched through DoD regulations to assist the activity with the correct application of the customer orders. The customer orders were recorded by the USACE activity based on the internal budget rate.

G. We began work for the new TDY Post Audit process to allow Post Audit reviewers to create adjustment vouchers in CEFMS for Post Audit findings. We created a new role TV_Audit_Review and added columns Post_Audit_Adj_Ind and Post_Audit_Adj_Remarks_Text to Travel_Voucher_Amend. We also began modifying Travel Voucher screens (5 forms) for the new TDY post-audit process. We will release this change after the holidays.

H. We are working on conversion of COBOL Travel programs. We created a new process that replaces a COBOL program to load data from the .iat files (from IATS Voucher Computation system) into

CEFMS IATS tables. Code has been released only four activities. UFC Examiners see changes in messages during IATS Load into Settlement Tables. Load errors are reported on-screen instead of in report format. Since this release, we have made improvements/corrections to the new process. The process will be moved to all production databases after the holidays.

I. We made modifications to the existing edit and added another edit to the 'Inactive Date' field on the Employee Credit Card Maintenance Screen (screen 10.21C). The following edits were created. Edit #1, A credit card cannot have an 'Inactive Date' entered if obligations exist that have been tied to the credit card and have yet to be invoiced on a monthly credit card statement and that statement has not been approved by the billing statement official. Edit #2, A credit card cannot have an 'Inactive Date' entered if a credit applied to a monthly statement of the credit card has not yet disbursed. The existing edit was modified to allow the entry of an 'Inactive Date' if obligations lacking invoicing and vouching have been fully deobligated. These edits will eventually clear up ULO report items that are brought up to our attention year-end.

J. We made changes to the CEFMS Manpower Extract and Distribution (E&D) process. The changes were required due to variances found with the non-reporting of hours worked for employees who reported leave hours in previous pay periods. When employees report leave hours only, the manpower employee status log (MESL) table is not updated in the E&D process. The revision to the E&D process allows the MESL table to include manpower employee status information for pay periods when only leave is recorded and employees do not have regular hours worked. As result of this change, the time for reviewing and reconciling labor hours, leave hours, and other manpower data will decrease before reports are submitted to headquarters.

K. We have been working with a USACE activity to transfer inappropriate costs from foreign funded accounts. The activity has made all of the transfers from the foreign funded accounts to appropriate funding accounts. All that is left is for the activity to de-obligate the monies from the obligations, purchase requests, and return the funds to the foreign funded accounts. Scripts will be written for two accounts to move inappropriate costs for the activity. These scripts are required because the activity was unable to move these costs through CEFMS.

L. We are continuing to update the Foreign Currency user manual.

M. We are continuing to convert the foreign currency purchases revaluation program from COBOL. The program is now in the testing phase and work is continuing to progress on the program.

N. We are continuing to test the modifications to the foreign currency purchases revaluation CRON. This CRON runs nightly for foreign currency activities, during which the foreign currency purchases are revalued to the new daily rate.

O. We researched an IPAC Problem where a site reported having October Bills in the December Bulk File that was scheduled to be sent to Treasury. We discovered that the authorized user at the UFC ran the IPAC Extract Report on 06 Dec 2007. This pulls all of the initial data that will be used for this month's file that will go to Treasury. Later that same day, a user at another field site executed the same report using an option to extract October Bills. This overwrote some of the data that was previously extracted. A problem report was written to modify the report program so only UFC Personnel can execute the program. We are also attempting to find out why this user had access to another site's Data Base.

P. We researched a problem with the SF5515 (Debit Voucher) Report for 06 Dec 2007 where a vendor payment was picked up twice. We found that the original payment had an electronic signature at the time the EFT File was generated. A second payment was processed using the CEFMS Spoiled Checks Screen. The original payment should not have been on the report. A script was written to correct the data and we will test this same condition on the test databases.

Q. We researched a problem with an email travel advice notification where an employee at one activity was receiving the travel information that should have gone to a traveler at another activity. We found that the employee had an incorrect email address loaded in CEFMS. It was the same email address assigned to the employee at the other activity. We advised the UFC to have the email address corrected.

R. We are continuing our testing of the PC Disbursing Programs for the modifications made for the Public Key Infrastructure (PKI) Functionality.

S. We corrected the labor purchase request module to prevent access to the pick list associated with the work category code on a certified purchase request without creating a new line item.

T. We completed necessary corrections to the load process for the r_tables pertaining to the labor reconciliations.

U. We revised the cross charge labor reports to allow the use of the wildcard percent in the performing organization code parameter to generate the reports.

V. We provided data to Joann Evans and Bonita Neal at Headquarters pertaining to VSIP and Severance Pay for the Corps during fiscal year 2007.

W. We tested the modification of cetaldet reports to print the electronic signature of the timekeeper when applicable.

X. We added another section to the Asset Anomaly Report to display all ENG 3013 records that have not been signed by a completer but the accounting transactions have been processed.

Y. We added an edit to the ENG 3013 functionality that allows users to create a second revision and insert resource estimates.

Z. We modified the completer screen for the ENG 3013 functionality to allow users to delete a completed 3013 work order wherein the accounting transactions have not yet been processed.

AA. We modified the ENG 3013 functionality for asset work order type 'TP' (partial transfers). The form was only permitting users to transfer our retired book cost. Users should be able to transfer out book cost that has not been retired as well. The form will now prompt users with the following questions when a property id code is selected on a 'TP' work order: "Do you want to transfer our retired book value?" If the user answers 'yes' (y), the form will retrieve the amount retired book value awaiting disposal. If the user responds with no (n), the form will retrieve the amount of in-service book cost available for transfer. The form will then update the correct property Book Cost / Retirement Book Value indicator and process the appropriate accounting transactions when the property phase change is committed.

BB. We modified the ENG 3013 functionality to allow users to change the disposal quantity for asset work order type 'RP' (partial retirement). If the user does not change the disposal quantity, the following message will appear: "Quantity for partial retirement/disposal must be less than total quantity in REMIS. Quantity may be changed to '0' if only book cost is being adjusted."

CC. We modified the Change-Property-Phase functionality to restore the useful life years to an asset when a retirement transaction is reversed.

DD. We made modifications to the existing edit and added another edit to the 'Inactive Date' field on the Employee Credit Card Maintenance Screen (screen 10.21C). The following edits were created: Edit #1, A credit card cannot have an 'Inactive Date' entered if obligations exist that have been tied to the credit card and have yet to be invoiced on a monthly credit card statement and that statement has not been approved by the billing statement official. Edit #2, A credit card cannot have an 'Inactive Date'

entered if a credit applied to a monthly statement of the credit card has not yet disbursed. The existing edit was modified to allow the entry of an 'Inactive Date' if obligations lacking invoicing and vouching have been fully deobligated. These edits will eventually clear up ULO report items that are brought up to our attention year-end.

EE. Starting about 17 Dec 2007, all of the disbursing error logs failed to print on the network printer at the UFC. We were able to send an error log to the same printer from the UNIX Command Line and from the CEFMS Report Menu, but they will not print out of the CRON stacks. We hope to have this corrected prior to the start of January Business.

FF. We are researching another Disbursing Cron Problem where the programs for three activities did not execute on time and ran later in the morning after all of the disbursements were pulled into the disbursing database.

GG. We completed revisions to the CEFMS Travel Manual. The revised edition of the manual was released 20 Dec 07 via CEFMS Users Manual Online webpage. The Travel Order section was rewritten and new screen prints inserted to reflect the new forms created in this area. Major changes were made in Travel Voucher due to the new Post Audit requirement to submit TDY receipt to the Finance Center. We also added charts listing travel processes and the roles and/or conditions required for each process, which should be a good tool for users.

HH. We began work for the new TDY Post Audit process to allow Post Audit reviewers to create adjustment vouchers in CEFMS for Post Audit findings. We created a new role TV_Audit_Review and added columns Post_Audit_Adj_Ind and Post_Audit_Adj_Remarks_Text to Travel_Voucher_Amend. We also began modifying Travel Voucher screens (5 forms) for the new TDY post-audit process. We will release this change after the holidays.

II. We are working on conversion of COBOL Travel programs. We created a new process that replaces a COBOL program to load data from the .iat files (from IATS Voucher Computation system) into CEFMS IATS tables. Code has been released only for four activities. UFC Examiners see changes in messages during IATS Load into Settlement Tables. Load errors are reported on-screen instead of in a report format. Since this release, we have made improvements/corrections to the new process. Process will be moved to all production databases after the holidays.

JJ. Other COBOL programs in Travel are Local Travel Voucher and the print processes for Travel Orders and Travel Vouchers. We are 90% complete on the Travel Order print. The remaining problems are being

researched by a conversion team. We will continue to work on the other COBOL conversions this month.

KK. We created a new view screen for non-labor cost transfers that are not approved and have been approved.

LL. We created a new showstopper for year-end that requires all unapproved cost transfers to be either approved or disapproved.

MM. We changed or reviewed five programs or reports to ensure that they did not pull in unapproved non-labor cost transfers.

NN. We drafted a new CEFMS Online Users Manual for the non-labor cost transfer process.

OO. We resolved eight report variances on the Customer Order Detailed Cost report so that FEMA billings will be paid on a timely basis.

PP. We corrected an out of balance on the DSAC report for several activities that were caused by a script for collections.

QQ. We added the new collection voucher function to two CEFMS applications.

RR. We reviewed the current process of printing collection/disbursing vouchers to assist with code changes from COBOL.

IV. PROBLEM REPORTS/IMBALANCES:

A. Open problem report inventory:

	<u>This Report</u>	<u>Last Report</u>
Total Problems	726	739
Priority #1 Problems	112	117

We received 229 new problem reports and completed 242 problem reports.

B. Database Imbalances on our 59 Production Activities:

<u># of Imbalances</u>	<u>This Report</u>	<u>Last Report</u>
None	57	58
Two	1	0
Three	1	1